





# 2014 NEW BOAT MOORING PERMIT APPLICATIONS - INSTRUCTIONS



Dear Applicant:

- **ALL SECTIONS must be completed on the application form.** Failure to do so will result in a delay in the processing of your application and/or a possible rejection of the application.
- Boat Mooring Permits are subject to payment of City of Boston Boat Excise Tax. **No permit will be issued if excise tax is not paid or outstanding.** If you have not been issued a City of Boston Boat Excise Bill, contact the Collector's Office at 617-635-4129 to have a bill generated for you. No permit will be issued until full payment of the Boat Excise tax has been paid.

Applications may be made by one of the following methods:

**BY MAIL:** Return the Application together with:

- Payment
- Copy of vessel registration or Certificate of Documentation (whichever is applicable)
- Proof of boat excise payment

**To:**

City of Boston, Collecting Division, "Boat Mooring", P.O. Box 9711, Boston, MA 02114

**Payment: Check only**

**IN PERSON:** Monday to Friday, 9:00 a.m. to 5:00 p.m., Boston City Hall, Mezzanine Level, Window M31

**Payment: Cash or Check**

**PERMIT FEE:** The charge for a mooring/slip permit is \$5 per linear foot of vessel with residents of the City of Boston receiving an exemption of \$4 per linear foot (therefore \$1 per linear foot for City of Boston residents). **To be considered a resident, you must be a registered voter in the City of Boston and your driver's license and motor vehicle insurance must reflect a City of Boston address.** Proof of residency may be requested to process your application which is submitted under the penalties of perjury.

**PROCESS:** Once your application has been received, with appropriate payment, the Collecting Division will verify your payment of applicable Boat Excise Tax. Upon verification your application will be forwarded to the Harbormaster for review, approval and issuance of a 2014 permit. This process may take up to two (2) to three (3) weeks.

Vessels found without a valid mooring permit are subject to violation and fine. **Violations (mooring without a permit) carry a \$25 per day fine.**

**CONTACT:** For questions concerning:

- Renewal application or Boat Excise Tax payments: 617-635-4129
- Permit or permitting process questions: 617-343-4721